

**NOTICE OF AWARD
FOR
GEOGRAPHIC INFORMATION SYSTEMS (GIS) SERVICES TERM CONTRACT**

This Notice of Award details all of the services for Geographic Information Systems (GIS) Services under contract with the State of New Jersey.

General Instructions

Primary and secondary awards (in most cases) have been made for various GIS Services. The primary contractor should be utilized unless the primary contractor does not have the required skill set.

Standards Applied for All Work

For any and all GIS Services, vendors must apply the Federal Geographic Data Committee (FGDC) National Standard for Spatial Data Accuracy (NSSDA) (http://www.fgdc.gov/standards/status/sub1_3.html) to measure and report geographic data quality.

The State requires vendors conform to the latest version of the FGDC Content Standard for Digital Geospatial Metadata (CSDGM) (<http://www.fgdc.gov/metadata/contstan.html>). FGDC compliant metadata must be based on the production, processes, and manipulation that the contractor(s) perform(s) to each data set. The vendor(s) must utilize a metadata software program endorsed by the State.

Vendor(s) must comply with the OpenGIS Consortium (OGC) Specifications (<http://www.opengis.org/ogcSpecs.htm>).

Vendors are required to have an in-depth understanding and working knowledge of the latest Environmental Systems Research Institute (ESRI) product technology.

For any GIS Data Conversion Services involving parcel mapping, vendors must comply with the State's Parcel Data Model or State-approved equal. Vendors must use industry standard software, tools and methods endorsed by the State. Work performed by the vendor will be considered acceptable and approved when signed-off by the State (or Agency) Project Manager.

Skill Categories and Price Lines

Line 00001 – GIS Planning Services

Primary: Applied GIS, Inc.

Secondary: PlanGraphics, Inc.)

This area includes

- (a) Developing GIS Strategic Plans
- (b) Conducting GIS Needs Assessments
- (c) Preparing User Requirements Analyses
- (d) Preparing GIS Benefit/Cost Analyses
- (e) Developing GIS Implementation Plans.

Line 00002 – GIS Data Conversion Services

Primary: Civil Solutions

Secondary: Gannett Fleming, Inc.

Included techniques and skill sets are:

- (a) Digitizing both small-scale and large-scale projects using tablet digitizing and/or interactive heads-up digitizing techniques;
- (b) Interpreting Land Use/Land Cover (LU/LC) from aerial photos and orthoimagery;
- (c) Developing custom applications with ESRI products to perform geospatial data updates in a digital environment (including LU/LC data);
- (d) Projecting and transforming raster and vector data sets;
- (e) Reformatting, geo-registering, and rectifying geospatial vector data (including parcel and zoning data) to a project specific basemap, e.g., digital orthophoto;
- (f) Coding and editing of digital points, lines and polygons, including the coding of parcels with a unique identifier and the linking of parcel polygons to tax record attributes;
- (g) Working with a minimum of 200,000 tax parcels on a single project.

Line 00003 – GIS Desktop Application Development Services

Primary: Applied GIS, Inc.

Secondary: Gannett Fleming, Inc.

For all application development services, the State requires full documentation of the programming/source code in a format acceptable to the State.

Includes the following specific areas:

- (a) Customizing/programming ArcGIS Desktop Products using ArcObjects, VB, and VBA;
- (b) Programming MapObjects-Windows and Java Edition;
- (c) Building ArcGIS Desktop interfaces for the use of GIS Web Services content.

Line 00004 – GIS Enterprise Services

Primary: PlanGraphics, Inc.

Secondary: Environmental Systems Research Institute, Inc.

The State requires full documentation of the programming/source code in a format acceptable to the State.

These services specifically include:

- (a) Developing custom applications using ArcIMS in Three-Tier Microsoft COM+ and J2EE environments;
- (b) Developing GIS Web Services using ArcIMS in Three-Tier Microsoft COM+ and J2EE environments;

- (c) Building and maintaining an enterprise infrastructure for the provision of GIS web services;
- (d) Modeling geodatabases and documenting work in UML (Unified Modeling Language) format;
- (e) Storing and exporting geospatial data including raster, within ArcSDE and Oracle;
- (f) Customizing ArcSDE using the ArcSDE Java API with Oracle JServer;
- (g) Implementing ArcSDE in a multi-user, multi-agency, intergovernmental enterprise environment;
- (h) Working with ArcGIS Data Models (including Land Parcel and Transportation Data Models).

Line 00005 – GIS Field-Based Services
Environmental Systems Research Institute, Inc.

For all GIS field-based services, the State requires full documentation of the programming/source code in a format acceptable to the State.

These services include the following:

- (a) Customizing/Programming ArcPad 6.x using the ArcPad Application Builder;
- (b) Customizing/Programming ArcPad 6.x to access ArcSDE data layers published by an ArcIMS server in real-time, permitting field-based data entry and queries;
- (c) Creating intelligent shapefiles using disconnected editing tools in ArcPad 6.x.

Line 00006 – Global Positioning Systems (GPS) Training & Data Collection/Processing Services GPS Training Mapco

Vendors in this category are Trimble Certified Trainers for mapping and GIS (<http://www.trimble.com/ctmgissel.asp>). Vendors in this category also have a Professional Land Surveyor (PLS), licensed by the State of New Jersey, on staff to supervise GPS field data collection and data processing. Vendors are able to provide a copy of the PLS Certificate from the State of New Jersey Division of Consumer Affairs.

This category includes the following experience areas:

- (a) Providing Trimble Certified Training for Mapping and GIS;
- (b) Providing both Carrier-Phase and Code-Based data collection and data processing services;
- (c) Collecting database attributes in the field using GPS;
- (d) Supporting industry standard GIS formats such as ESRI .shp format (<http://www.esri.com>);
- (e) Generating topologically correct GPS line work;
- (f) Updating and managing existing datasets in the field using real-time differential GPS and Trimble TerraSync Professional software (<http://www.trimble.com/terrasync.html>);
- (g) Setting geodetic control points and establishing geodetic networks.

Lines 00007 through 00011 – Data Collection/Processing Services
Mapco

Line 00007 Static/Fast-Static Carrier-Phase Data Collection Services
Line 00008 Realtime Kinematic Carrier-Phase Data Collection Services
Line 00009 Carrier-Phase Data Processing Services
Line 00010 Code-Based Data Collection Services
Line 00011 Code-Based Data Processing Services

The State has reserved the right to issue individual RFPs for any GIS service requirements.

How To Make a Purchase Under This Contract

The agency contacts the vendor listed for the services desired. The vendor must provide a written quote within three (3) business days, identifying the proposed number of hours to complete the project.

Once the Using Agency has selected the services it wishes to order, a purchase order can be produced on MACS-E. The Using Agency must enter the correct price line (lines 00001-00011) and the number of hours for the purchase. MACS-E will automatically calculate the cost.

If any single purchase order is over \$25,000, or if the total of all purchase orders is over \$25,000, the purchase must be approved by the Office of Information Technology (OIT). In this case, the Using Agency sends the complete purchase order, along with a written justification for the purchase, and letters of authorization, to:

OIT PRACS
PO Box 212
Trenton, NJ 08625-0212

Once OIT has made the appropriate approvals and returned the purchase order to the Using Agency, the completed order can be mailed to the vendor.

Contractual Stipulations of Interest to Using Agencies

Contract Amendment. Any changes or modifications to the terms of the contract shall only be valid when they have been reduced to writing and executed by the vendor and the Director of the New Jersey Division of Purchase and Property.

Vendor Responsibilities. The vendor has sole responsibility for the complete effort specified in the contract. Payment will be made only to the vendor. The vendor shall have sole responsibility for all payments due any subcontractor.

The vendor is responsible for the professional quality, technical accuracy and timely completion and submission of all deliverables, services or commodities required to be provided under the contract. The vendor shall, without additional compensation, correct or revise any errors, omissions, or other deficiencies in its deliverables and other services. The approval of deliverables furnished under this contract shall not in any way relieve the vendor of responsibility for the technical adequacy of its work. The review, approval, acceptance or payment for any of the services shall not be construed as a waiver of any rights that the State may have arising out of the vendor's performance of this contract.

Data Confidentiality. All financial, statistical, personnel and/or technical data supplied by the Using Agency to the vendor are confidential. The vendor is required to use reasonable care to protect the confidentiality of such data. Any use, sale or offering of this data in any form by the contractor, or any individual or entity in the vendor's charge or employ, will be considered a violation of the contract and may result in contract termination and the vendor's suspension or debarment from State contracting.

News Releases. The vendor is not permitted to issue news releases pertaining to any aspect of the services being provided under this contract without the prior written consent of the Director of the New Jersey Division of Purchase and Property.

Advertising. The vendor shall not use the State's name, logos, images, or any data or results arising from this contract as a part of any commercial advertising without first obtaining the prior written consent of the Director of the New Jersey Division of Purchase and Property.

Licenses and Permits. The vendor must maintain in full force and effect all required licenses, permits, and authorizations necessary to perform its contract. The vendor must supply the Using Agency's Contract Manager, upon request, with evidence of all such licenses, permits and authorizations.

Form of Compensation and Payment. The vendor must submit official State invoice forms to the Using Agency with supporting documentation evidencing that work for which payment is sought has been satisfactorily completed. Invoices must reference the tasks or subtasks identified herein and must be in strict accordance with the firm, fixed prices for each task or subtasks. All invoices must be approved by the Using Agency Contract Manager before payment will be authorized.

Invoices must also be submitted for any special projects, additional work or other items properly authorized and satisfactorily completed under the contract. Invoices shall be submitted according to the payment schedule agreed upon when the work was authorized and approved. Payment can only be made for work when it has received all required written approvals and has been satisfactorily completed.